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Manual 16

21 JAN 1959

Mr. Andrew E. Ruddock
Chief, Retirement Division
Civil Service Commission
Washington, D. C.

Dear Mr. Ruddock:

This is to confirm the results of your meeting on 18 December 1958 with Messrs. [redacted] and [redacted] of this Agency.

As was explained by our representatives during this meeting, certain civilian employees of this Agency covered by the Retirement Act are utilized in such a manner that they appear to be serving on active military duty with the Armed Forces; their records with the Armed Forces are so documented. In addition, and by virtue of the 1956 amendments to the Social Security law, social security payments are deducted from the military salary of these employees and wage credits are recorded for this period of service with the Bureau of Old Age and Survivors Insurance. Thus, the period of service concerned is also shown in BOASI records as military service.

It is recognized from the employment situation described above that certain problems might arise in crediting this service for retirement purposes under the Civil Service Retirement Act. In avoiding these problems, it is our understanding that the Retirement Division processes as creditable civilian service for retirement purposes employment listed by this Agency on an employee's Form 2806 even though a portion of this employment may appear as active military duty in records maintained by the Armed Forces and BOASI. As part of your handling of these cases, inquiries received from BOASI with respect to wage credits earned by CIA employees during a period of ostensible military service will be processed by the Retirement Division on the basis of information we have recorded on Form 2806. Any complications encountered by your office in these cases will be brought to the attention of this office through our existing arrangements.

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It is also our understanding that Federal Employees' Group Life Insurance claims will be honored for these same individuals based on our certification on Standard Form 56 that the employee was in an insured status at the time of his death or dismemberment.

We wish to thank you for your assistance and cooperation in the settlement of these matters.

Very truly yours,

/s/ Gordon M. Stewart

Gordon M. Stewart
Director of Personnel

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Director of Personnel 2611 Curie

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FORM NO. 237
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Replaces Form 30-4
which may be used.

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